



GREAT FALLS YOUTH TRANSITION CENTER
ORIENTATION TRAINING
ACA 3-JCRF-1D-03

TRAINING	DATE REVIEWED	EMPLOYEE INITIALS	SUPERVISOR INITIALS
Initial 40 Hours of Training			
Historical Perspective of the Facility			
Facility Goals and Objectives			
Program Rules and Regulations, Job Responsibilities			
Policies and Procedures			
Juvenile Supervision			
First Aid/CPR			
Mandatory Child Abuse Reporting Laws			
Fire Safety including Facility Evacuation Routes			
Confidentiality			
Report Writing			
Outside Required Training with in 1 year of hire			
CPI/NVCI			
PPCT			
Driver Training			
Ethics Training			
Mental Health Issues			
Dealing with Difficult People			
Intermediate Computer Skills			
Cultural Competencies			
Food Handling and Safety (ServSafe)			
JCDOB			
Cognitive Behavioral Therapy			
Effective Communications /Motivational Strategies			

EMPLOYEE SIGNATURE

DATE

EMPLOYEE ID#

SUPERVISOR SIGNATURE

DATE